

**City of Concord Recreation and Parks Advisory Committee
Meeting Minutes from September 17, 2009**

Attendees:

Committee Members: Mary Miller, John Mercier, Glenn Mathews, Lauren Flieder, Liz Odell, Chiara Dolcino (phone), Candace White Bouchard, Andrea Goldberg

Staff Members: David Gill, Doug Woodward and Chris Jacques

Meeting was called to order at 5:00 pm by RPAC Chair, Mary Miller

New Business:

1. Review FY 09 Approved Budget Review

- A) **Recreation Department:** David Gill reported
Senior Program has been moved to WSWH
Skate House will not be open this winter.
Rec. Dept. has been asked to generate \$40,000 in new revenue from four Community Centers.
To date, approximately \$19,000 in new rental agreements have been secured.
Total Department cuts in FY10 is over \$20,000, new revenue needed exceeds \$40,000
- B) **Grounds:** Chris Jacques reported
Full time staff cuts – 1.5 full time employees eliminated in grounds budget and
Overtime money was cut.
Reduction in winter ice maintenance of \$4,000
Andrea asked how these cuts will impact the skating areas this winter.
Chris indicated his staff will only maintain the ice Monday – Friday until
3:30 pm and if it snows on a Friday it will not be removed until the following week.
In good weather the areas will not be flooded on weekends. Mary asked if we could
fundraise the needed \$4,000. Andrea asked David to make sure we included an ad in the
next brochure requesting donations. Seconded by John, unanimously approved.
- C) **Ad Hoc Committee Update**
David informed RPAC members that the Ad Hoc Committee
is presently on hold until the Mayor appoints the Committee.

2. Community Center RFP Update

David gave an update on the status of the RFP which will look at the four community centers.
The study will address current conditions; short and long term needs, current and future
programming and the possibility of building one or two new facilities. Discussion was held and
the question was asked why do we need to hire someone to inform us that these building are old
and need to be upgraded or closed? Members were in agreement that this study is long overdue
and RPAC members will be actively involved.

3. Softball World Series:

David Gill and Chris Jacques gave an update on the Softball World Series held this past August. They felt the event was successful. John asked what the condition of the field is. Chris indicated the field has been turned back into a baseball field and the community will be playing baseball as normal next spring. Andrea asked if they have paid their City bill as they agreed on. David indicated he is still waiting for the last Unitil bill to come in and he expects to send their bill out by the end of September.

4. Summer Review

David Gill indicated the city will be conducting an end of season summer review. Mary asked if he needed anyone to help conduct the review. David stated not at this time, but may ask for members to be involved at a later date.

5. Overtime rate for GS – Grounds staff

David and Chris reviewed the current fee for groups that need extra city staff for field prep, etc. The current fee is \$26 for 3 hour minimum. Glenn asked what his actual hourly expense is and Chris indicated it was \$26 per hour. David explained the Recreation Department works with the user groups and Chris to determine the user groups' needs for additional field prep for tournaments, weekend use and evening events. The Rec. Dept in turn generates the invoice, collects the monies and applies the payment to a new revenue account in the Grounds budget. Glenn made a motion to charge \$30 an hour for groups who need extra services which are determined by city staff. Seconded by Andrea, unanimously approved.

6. Donations received

David indicated he has received an \$8,000 donation from the Duprey Companies to support the Senior Program at WSWH. The money will be used to buy new folding tables and chairs for the program. Chris also indicated he recently received \$5,000 from the American Legion Post 21 for new sod on the baseball field at Rollins Park. Andrea asked if it was possible to receive a complete list of everyone who has donated this calendar year. David indicated he will create a report for the December meeting.

Other Business

Rollins Park Gazebo

Doug Woodward gave an update on the status of the new Gazebo at Rollins Park. All bids came back over budget and he asked the committee to review three new smaller Gazebos. The committee liked the oval one which is more open in the front. They felt this would allow the most flexibility for renters and for outdoor concerts. Glenn asked if the City had talked with the State Prison about the possibility of them building the Gazebo. Doug indicated they had not. Lauren made a motion that the Gazebo should be the largest size we can afford. Seconded by Andrea, unanimously approved.

Trash in City Parks

Mary asked if Chris has seen additional trash at city parks since the "pay as your throw" policy was implemented. Chris indicated his staff picks up trash on Mondays and Fridays and that they have not seen an increase in trash to be picked up in the parks.

Meeting adjourned at 6:15 pm

Respectfully submitted,
David Gill, Recreation Director